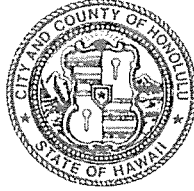


POLICE DEPARTMENT
CITY AND COUNTY OF HONOLULU

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KIRK W. CALDWELL
MAYOR

LOUIS M. KEALOHA
CHIEF

DAVE M. KAJIHIRO
MARIE A. McCAULEY
DEPUTY CHIEFS

OUR REFERENCE AB-LT

March 14, 2013

The Honorable Ernest Y. Martin, Chair
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

RECEIVED
CITY CLERK
C & C OF HONOLULU
2013 MAR 15 PM 2:15

Dear Chair Martin and Councilmembers:

SUBJECT: Temporary Position – Criminalist I

Section 2-17.2(a) of the Revised Ordinances of Honolulu relating to budget execution authorizes the Mayor to establish, fill, and allot funds for temporary positions that are not included in the Executive Operating Budget Ordinance after notifying the City Council. In accordance with the provisions of this ordinance, this notification is hereby submitted for two Criminalist I positions in the Honolulu Police Department. The following is the required information on these positions:

1. Type of Temporary Positions Required:

Two full-time Criminalist I positions are required for a maximum of eleven months as allowed under Section 6-1103(g) of the Revised Charter of the City and County of Honolulu.

2. Anticipated Duration of the Employment of these Temporary Positions:

The anticipated duration is initially for eleven months (April 2013 through February 2014). Possible extensions/renewals may be requested as required and allowable under the Revised City Charter.

3. Cost of the Temporary Positions:

The cost of the temporary positions is \$77,242.

4. Source of Budgetary Savings Which Will Accrue to Finance the Temporary Positions:

These positions will be funded by the 2012 DNA Backlog Reduction Program Grant No. 2012-DN-BX-0080, which is scheduled to end on March 31, 2014.

5. Unforeseen or Emergency Circumstance Justifying the Need for the Temporary Positions:

There is an urgent need in the Forensic Biology Unit of the Scientific Investigation Section. The demands within this unit are such that current staffing is unable to keep up with casework analyses and responsibilities. The current responsibilities of the criminalists assigned to the section's DNA/Serology Unit include casework, most of which involves Homicides, Attempted Murder, Sex Assaults, etc. Other responsibilities include quality assurance protocols, DNA validation studies, analyzing convicted felon samples for input into the National DNA database, preparing for internal/external audits, as well as the overall maintenance of the laboratory.

The new contract hires will work toward increasing the capacity of the section's DNA Unit in addressing the casework backlog. This will benefit all agencies involved and more importantly will assure the public that we, as a law enforcement agency, are attempting to do the best work we can and in a timely fashion.

This request is for two full-time, temporary Criminalist I, SR-20C, positions. The initial term of these contracts will be for eleven months with possible extensions/renewals.

Should there be any questions or if additional information is required, please have a member of your staff call Assistant Chief Mark Nakagawa of the Administrative Bureau at 723-3860.

Thank you for your assistance and support in this matter.

Sincerely,



Louis M. Kealoha
Chief of Police

APPROVED:



Ember Lee Shinn
Managing Director Designate

cc: Office of the Mayor
BFS Budgetary Administration Division